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MINUTES DUVALL PLANNING COMMISSION

**Community Center, 26512 NE Stella Street, Duvall
Thursday, September 4, 2008 at 7:00 PM**

1. Call to Order – Flag Salute

The Planning Commission meeting was called to order by Commissioner Wolf at 7:05 P.M.

2. Roll Call

Commissioners Jeff Wolf, Amy Ockerlander, Jason Walker, Hilarie Cash, and Peter Luhrs were in attendance. Commissioners Skye King and Holly Krueger had excused absences. City Staff members Lara Thomas, Senior Planner and Chris Green, Assistant Planner were present.

3. Announcements

Lara Thomas reported that the City was holding weekly meetings with CamWest and Washington Holdings regarding the proposed Big Rock Village development.

Lara Thomas said that draft comprehensive plan amendments, including updates of the transportation, capital facilities, and park and recreation elements would be sent to the Department of Community, Trade, and Economic Development (CTED) for 60-day review on September 16.

4. Approval of Minutes

It was moved and seconded (Cash-Luhrs) to approve the Planning Commission Meeting Minutes of 8/21/08. The motioned carried. (all ayes).

5. Citizen's Comments and Requests – Items not on the Agenda

None

6. Old Business

Park, Trail, and Open Space Plan

Chris Green discussed the progress of the Park, Trail, and Open Space (PTOS) Plan. He said that a draft of the plan was circulated for public comment on August 18. Mr. Green said that the public comment period would end on September 5, and so far only one comment, offering general support for the plan, had been received. Several commissioners suggested extending the public comment period since many people are on vacation in August. Mr. Green said the City would continue to take comments until adoption of the plan but still needed to make sure a draft was submitted to CTED by the end of September as scheduled. Lara Thomas added that the PTOS plan would be circulated to the City's email list from the most recent comprehensive plan update.

Chris Green presented an updated table from the PTOS Plan showing current levels of service for different types of parks in Duvall. Several commissioners said they found the format of the table confusing, and staff concurred. Mr. Green said he would work with PTOS plan consultant EDAW to draft a more easily understandable table.

7. New Business

Transportation Plan

Lara Thomas said that she will be presenting the Healthy Communities amendments to the Comprehensive Plan to the City Council with City Engineer Boyd Benson. The presentation will incorporate comments received from the Planning Commission at the August 21 meeting. She said that the population forecast used for the Transportation Element update looked similar to earlier estimates, but that because of changes in land use designations the amount of commercial and industrial acreage had decreased noticeably. Ms. Thomas said this would represent a challenge as the City continues to pursue goals of commercial and industrial growth.

She said the next two weeks will be very busy as changes to the transportation and park elements will drive changes in other sections of the plan, such as the Capital Facilities and Land Use elements. Ms. Thomas added that these amendments are related to park and transportation impact fee studies, and that increases in these fees could have a bearing on developing affordable housing.

Hilarie Cash asked if there were any grants available to mitigate some of the costs covered by impact fees. Lara Thomas said that there are some grants, but as state and federal budgets shrink, these grants become more competitive. They also tend to be directed at large corridors rather than the overall transportation network.

There was some discussion about affordable housing, and Amy Ockerlander said that there is concern about the issue, particularly at the state and federal level. Lara Thomas said that ARCH, an organization that manages affordable housing units, has not expanded its boundaries to include Duvall, and that the City could lobby for this. Although impact fees add to the cost of new units, without them the cost of maintaining levels of service would have to be paid from other funds. Another option is organizations such as Habitat for Humanity that are involved in both the construction and management of affordable units.

8. Other Business

Lara Thomas said that another batch of code amendments was ready, but was not as critical as the upcoming comprehensive plan amendments and would be introduced at a later time.

Amy Ockerlander asked about the state of the City's budget, given recent media attention to financial issues at other local governments such as Snohomish County. Lara Thomas said that the City's administrative team had been holding budget meetings for a month in response to anticipated shortfalls in Duvall. She said that the Mayor's proposed budget included the elimination of 8 positions in order to balance the budget, including 1.5 in Planning, and that these employees had been notified earlier in the week.

9. Adjournment

It was moved and seconded (Ockerlander-Luhurs) to adjourn the meeting. Motion carries with all ayes. The meeting was adjourned at 8:12 p.m.